

**SUMMER TRANSPORTATION INSTITUTE
INTERMODAL ADVISORY BOARD MEETING
April 20, 2007**

MEETING MINUTES

Present: Susan Gallagher, Scott Keller,
Danielle Reagor (teleconference), Sue Sillick (teleconference) and Lloyd Rue (teleconference)

- I. Review of STI Mission and Goals.** Susan Gallagher began with an overview of the STI's national goal of developing a diverse, well-qualified workforce for the transportation industry by encouraging secondary school students to pursue transportation careers. She also emphasized the importance of building partnerships with stakeholders from the transportation industry to receive input and expertise from them that will strengthen and build the program.

II. MSU Implementation Plan

- a. Overview:
 - i. Two-week program from June 17-June 29
 - ii. Target audience is 9-11th grade students
 - iii. STI will be residential
 - iv. No cost to the participants beyond initial travel to and from STI
- b. Programs:
 - i. Academic Program
 - 1. Activities: hands-on projects, guest speakers, field trips, design/build, and individual research papers.
 - 2. Enhancement: career guidance, major selection, college preparation
 - ii. Evening/Weekend Recreation
 - 1. 2 RA's will be hired to design, plan, and implement after-hours and weekend activities
- c. Work plan: Items concluded to date include: contract signed with MDT, recruitment materials sent to schools, staff openings posted, contract with MSU Conference Services completed for room and board, group insurance obtained, classroom space reserved, and initial preparation and planning for curriculum/schedule begun.

III. Discussion

- a. Susan reviewed the role of the advisory board to assist the STI secure program funds and partnerships, assist in recruitment efforts, develop a well-balanced curriculum, plan activities and field trips, provide technical expertise, and assist with strategic planning for the STI.
- b. The make-up of the current IAB was discussed and the need to obtain a representative from the school system. Susan solicited suggestions for possible new members.

- c. Sue Sillick and Lloyd Rue discussed the administrative and management changes of the national STI program. FHWA was unhappy with the previous model using SCSU as a national resource center and manager for the program. The current approach is for each State DOT to take responsibility for managing the STI within its state, although this may again change in future. A national teleconference with FHWA and STI host sites/managers is planned for April 21 at noon. Susan will forward details to board members who might be interested in tuning in. Sue Sillick commented that the 2007 program will be run in the same manner as a research project through MDT. Chris Christenson, Jennifer Jenson, Sue Sillick, and Lloyd Rue will serve on the technical panel and Sue will act as project manager.
- d. Susan discussed student recruitment issues and the current lack of applications. Board members agreed to contact specific schools to follow-up.
 - i. Daniell Reagor will forward a list of schools that she currently works with through the Billings Engineers Club and shadow program. Scott Keller offered to split the list of schools with her to help with calling.
 - ii. Lloyd recommended sending a packet of recruitment materials to MACO (Montana Association of County Officials), MCA (Montana Contractors Association), and the ASCE Montana section. He will forward contact information to Susan for this.
 - iii. Sue Sillick will check on the current status of the MDT TAP program to see if we may obtain recruitment assistance from the TAP program coordinator. She also suggested trying to get STI announcements posted to high school newsletters early on next year.
- e. Curriculum
 - i. Suggestions for activities:
 - 1. Scott Keller will organize/schedule the field trip to MDT headquarters in Helena. Lloyd Rue suggested that the FHWA Division Administrator, Kevin McClurry, also be included in the MDT presentation. He also suggested Zia Kazemi as another map resource.
 - 2. Lloyd Rue will contact the Yellowstone Institute about the possibility of organizing a short course on wildlife and roads.
 - 3. The idea of a transportation career panel was discussed to highlight the differences between careers at public agencies and in private sector consulting. Scott Keller suggested the career panel be scheduled for the same day as the MDT BBQ to give panelists time to interact informally with STI participants (and as an added bonus for them traveling to MSU).
- f. Financial support/Partnerships:
 - 1. The Board discussed the need for extra funds to help either with recruitment (as stipends) or at least for scholarships for students who experience financial hardship getting

transportation to and from MSU. Lloyd recommended looking into the establishment of an endowment fund for the STI. Scott will forward contact information to Susan for the MSU Foundation endowment person so that she can get more information on the process.

2. Danielle Reagor will provide information/solicitation of sponsorships at the ITE meeting in Jackson Hole for the STI program.